

# State Library Book Request Form

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In order to better serve our customers while the State Library is temporarily located in the Keystone Building, please use this form to request a book located in the State Library Collections. Please give us up to one business week to retrieve items. This form is only for books. Please see our other forms if you need newspaper microfilm, journals, law or government documents.

All fields with an asterisk (\*) are required.

**\*First Name:**

**\*Last Name:**

**\*State Library card?**      Yes              No

**Library card number:**

You only need a library card if you are checking out books to take home. Items in the genealogy collection and pre-1923 do not circulate so you can use them in the library without a card. To check out books to take home, you may [apply for a library card online](#).

You may pick up your card when you pick up the book.

**Are you a Commonwealth employee?**      Yes              No

**Commonwealth Agency:**

**\*Email:**

**\*Phone:**

**Not wanted after date:**

**\*Book Titles:**

**\*Author:**

**Publication Year:**

**This edition only?**      Yes              No

Please send this document to [ra-circulation@pa.gov](mailto:ra-circulation@pa.gov).

If you have any question about us retrieving a book for you, please call 717-783-5950.